

Documentation Policy Changes for Managers and Supervisors

DATE & TIME: August 25, 2014

Contractors (Only) 8:30 AM – 12:00 PM

Directly Operated (Only) 1:00 PM - 4:30 PM

All registration is completed on the Learning Net prior to the training. Sign-in begins 30minutes prior to the training time. All participants must arrive during the sign-in period. Late arrivals will not be admitted.

PLACE: Wilshire Towers (South)
695 S. Vermont Avenue, 7th Fl. , Conference Room 713
Los Angeles, CA 90005

PARKING: Park at DMH Shatto Place parking lot, 523 Shatto Place, Floors 3 – 8. Please allow an extra 10 minutes to walk 3 blocks to 695 S. Vermont Ave.

The Documentation Policy Changes for Managers and Supervisors Training will combine lecture and discussion to highlight significant changes made to DMH Policy and Procedure 104.09, the Organizational Provider's Manual, Chapters One and Two and Clinical Documentation for All Payer Sources. These changes are the result of new State regulations, clarification of existing State regulations arising from the recent State System/Chart Review, and the advent of the Affordable Care Act and the Department's electronic health record system, IBHIS. The training will focus on the essential elements of documentation and Mode 15 outpatient services (Mental Health Services, Medication Support Services, Targeted Case Management, and Crisis Intervention) by defining the reimbursable service components under each type of service and identifying claiming and documentation requirements.

TARGET AUDIENCE: Managers and Supervisors-DMH Directly Operated and Contracted Programs

OBJECTIVES: As a result of attending this training, participants should be able to:

1. Describe and utilize the new and updated sections in the Organizational Provider's Manual, Chapters 1 & 2.
2. Briefly describe the minimum documentation standards for the County of Los Angeles, Department of Mental Health.
3. Describe each type of new assessment, its required data elements, and the circumstances in which it is used.
4. Identify the changes to the Client Treatment Plan.
5. List the reimbursable service components under each type of Mode 15 service (MHS, MSS, TCM, and CI)

CONDUCTED BY: Quality Assurance Division - County of Los Angeles
Department of Mental Health, Program Support Bureau

COORDINATED BY: Lucious Wilson, MA, MPA, Training Coordinator
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Email: ltwilson@dmh.lacounty.gov

DEADLINE: When maximum capacity is reached

COST: None

CONTINUING EDUCATION: None

DMH Employee register: <http://learningnet.lacounty.gov>

Providers complete a training application

☐ Cultural Competency ☐ Pre-licensure ☐ Law and Ethics ☒ Clinical Supervision ☐ General



County of Los Angeles Department of Mental Health

TRAINING APPLICATION FORM



Please Print or Type

Instructions

Each individual must complete a separate application form for each training he/she wishes to attend. Please complete the application in full. Applications will not be processed with incomplete or inaccurate information. Notification of registration confirmation for a training will be provided by the training coordinator. Unless otherwise specified, walk-in registrations will not be admitted.

For trainings, sign-in begins 30 minutes prior to the training time. All participants must arrive during the sign-in period. Late arrivals will not be permitted.

This form is not to be used for LPS Designation Training. The LPS Application is available at lacdmh.lacounty.gov/training&workforce.html.

Training Title (as in DMH bulletin)			
Date(s)		Training Coordinator	
County Employee Number (non-county employees supply the last four digits of the SSN)			
Name			
Program, Service or Agency			
Job Title			
Address			
City		Zip Code	
Telephone		Email	
License or Credential Number(s) (complete as many as applicable)			
CAADAC		LCSW	
		LPT	
		LVN	
MD		MFT	
		Psychologist	
		RN	
Supervisor's Approval (Applications will not be processed if not signed by supervisor)		For processing, please return Application to:	
Print Supervisor Name		Los Angeles County Department of Mental Health Workforce Education and Training Division 695 S. Vermont Avenue, 15th Floor Los Angeles, CA 90005 Fax: 213-252-8776 Phone: 213-251-6872 ltwilson@dmh.lacounty.gov	
Supervisor's Signature		(When faxing, there is no need to use a cover sheet)	